

DELAWARE PROFESSIONAL STANDARDS BOARD

The Townsend Building
401 Federal Street, Suite 2
Dover, Delaware 19901

Meeting Minutes

The Department of Education
The Cabinet Room

January 9, 2014
2:00 P.M.

Members Present: Diane Albanese, Michael Casson, Joanne Christian, Stephanie DeWitt, Cristy Greaves, David Kohan, Rosaria Macera, Wendy Murray, Whitney Price and Stephanie Smith

Members Absent: Samtra Devard, Chris Kenton, Byron Murphy, Mary Pinkston and JoAnn Reynolds and Jacqueline Wisnauskas

Others Present: Donna Mitchell, PSB Executive Director; Paula Fontello, Deputy Attorney General; Kimberly Rodriguez, Secretary to PSB; Donna Johnson, State Board of Education; Frank Livoy, U of D ARTC; John Neubauer, TLEU Deputy Officer; Charles Shepherd, Innovative

I. Opening

Call to Order: Ms. Greaves, Professional Standards Board, Vice Chair, called the meeting to Order at 2:20 p.m with a quorum of 9 members. Action items deferred pending arrival of 10 board member due to requirement of a quorum plus 1 to take any action.

- a. The meeting began with a report from Executive Director.

II. Executive Director's Report

- The Executive Director of the PSB participated in several department meetings and PSB sub-committee meetings. Licensure and Certification Criteria Subcommittee met and reviewed ETS Praxis I and II timelines for assessments.
- The Executive Director presented to the State Board of Education at the monthly meeting. 1503 Educator Mentoring received the assent of the SBE and is effective through Final Order on January 11, 2014.
- The Executive Director discussed the collaborative meetings with the Department of Education Teacher and Leader Effectiveness Unit (TLEU) and various stakeholders to review the proposed amendments to DOE Regulation 290, Approval of Educator Preparation Programs, aligning to Senate Bill 51.
- The Executive Director shared upcoming plans to meet with representatives from DSEA and the Governor's office to go over some legislative items as requested by the PSB and to discuss the PSB's support of their legislative agenda as discussed in previous meetings.

III. Public Comment

➤ None

IV. DOE Report

- Mr. Neubauer, of DOE TLEU, gave an update on the first quarter of the Comprehensive Induction Program, Educator Mentoring.
- The data on the new educators indicates there are 774 new educators on an initial license. 209 were showing as not having a mentor assigned to them. The Districts were asked to review and give the department an update if it was correct. Early indications show this discrepancy to be a data collection issue rather than a lack of mentor assignment issue.
- There are 591 people serving as a mentor or lead mentor.
- Partnerships have been established with the Delaware Teacher Center to work with training mentors and mentees.
- DOE is partnering with George Washington University to do a comprehensive evaluation of the induction program. The evaluation will be conducted between January and April. There will be a report submitted with their findings. There is no cost for this evaluation.
- Partnering with the US Education Delivery Institute (EDI) to review the programs strategic plan and implementation plan. Looking at the delivery chain. Planning visits at each site.
- Second Round Grant applications were launched on December 20th. The deadline is March 28th. These are opportunities for LEAs to submit proposals for innovative induction models for their new teachers. The Department anticipates making \$150,000 available for LEAs. The awards will range from \$5,000.00 to \$50,000.00 per applicant.
- At the end of the year grant recipients will be asked to present at a summit and share with other districts and charter schools what they accomplished in their innovative programs.

V. PSB Standing Committees (For Discussion)

A. Licensure and Certification Criteria Committee Recommendations Recommendations for Applications for Leader Preparation to PSB

The board members discussed the feedback and comments from the License and Certification criteria Committee. The LCCC reviewed the application for Certification Program submitted by Innovative School, Delaware Leadership Project. The recommendations are shared with the Professional Standards Board as part of the application process. Feedback are determined to be Special Considerations or Conditions by the PSB when forwarded on with recommendation for approval or disapproval.

Following the discussion, it was determined that the board would need to wait for additional members to arrive at the meeting before any action could be taken.

B. Professional Development and Associated Compensation Committee Recommendations –

The committee representative presented the update on Content Readiness Examination Review Processes.

The subcommittee did not meet during the time between last month's meeting and this meeting.

A recess was taken from 3:10. The meeting reconvene at 3:16 r.

Opening 1595 Principal Preparation Program for Discussion

- The Board reviewed the application rubrics for completeness of 1595 (Principal Preparation Programs DLP & DASL). The Executive Director provided clarification of the application explaining that the two applicants are submitting approval of a program under a different part of the 1595 Regulation. UDPPP is a course is a study preparation program for Assistant Principals and Principals. DLP is submitting for a certification for Principals.
- Paula Fontello, DAG reviewed the regulation and explained the differences in the regulations. She clarified that a Principal certification program can be offered by any entity. The regulation requires a minimum of 200 hours of graduate level course work or the equivalent of professional development with the focus of all of the standards (administrator, professional development and professional teaching standards). In addition, the coursework must be completed prior to the residency if it is a certification program. Ms. Fontello highlighted the differences between a course of study and a certification program. Ms. Fontello also reviewed the certification process and clarified that the hour requirements and the program requirements are different.

3:25 p.m. - Arrival of another Board Member – 10 members now present.

VI. Action Items

A. Review PSB Recommendations for Applications for 1595 – Principal Preparation Programs (DLP & DASL) recommendations to the Secretary

The Board was informed that the Licensure and Certification Criteria Committee reviewed the application and submitted feedback with a recommended approval of the program for two cohorts with special consideration comments and conditions listed in the feedback.

- The Executive Director reviewed the application process, indicating that the recommendations go on to the State Board, for recommendation; and to the Secretary of Education, who ultimately makes the decision. As clarification to a question by the board, the Executive Director indicated that the application requires the submission of reports, following a suggested timeline.

- Ms. Fontello reviewed the process and explained that the Standards Board recommends approval or denial. Ms. Fontello further clarified that the duration of the program on initial approval can be a maximum of three cohorts and any special considerations or conditions would need to be included with the PSB's recommendation. Ms. Fontello also clarified that the State Board of Education makes a recommendation to approve or deny the application and the regulation does not allow for considerations or conditions at that stage of the process. The final decision is made by the Secretary of Education. Ms. Fontello also noted that if the PSB recommends that the program not be approved, the Secretary of Education may still approve the program; however, the approval is limited to two cohorts, as stated in Regulation 1595.
- A board member inquired about the applicant's obligation to alter or modify the program based on considerations or conditions. The response by the Executive Director indicated that the considerations could be taken under advisement, but the organization or agency was not obligated to make any changes. Conditions, however would be shared with the expectations that any necessary modifications to the program be made and reflected in subsequent reports to the Board.
- It was shared that the reports are public records. They are presented to the PSB every quarter and available to the public upon request.
- The Board continued to discuss the feedback submitted by LCCC and asked for clarification of the applicant when necessary.

Vice Chairperson called for a motion. Ms. Christian made the motion to recommend to the Secretary of Education, the Innovative Schools, Delaware Leadership Project (DLP) Application for Certification Program for Leaders in Education, FOR APPROVAL as a School Principal Certification program pursuant to 14 Del. Admin. Code 1595 Certification Programs for Leaders in Education; the duration recommended is for 2 Cohorts and the special considerations noted by the Board will accompany the recommendation. Motion was 2nd by Mr. Kohan.

Motion carries by unanimous vote 10-0.

B. UDEL PPP DASL (For Action with Condition and Considerations)

The Executive Director reviewed the feedback by the LCCC, indicating which comments were recommended as special considerations and which were recommended as conditions.

- The Board reviewed each of the sections of the application, asking for clarification of feedback and clarification of the regulation listing the application process.
- Ms. Fontello reviewed the application process and the options the Board had for moving forward. It was noted that the applicant organization was unable

to send a representative to the meeting this month due to previous commitments.

- The Board asked again for clarification of the conditions and special considerations and the obligation of the applicant agency to modify the program based on this feedback.

The Vice Chairperson asked for a motion. Ms. Smith made a motion to recommend to the Secretary of Education, the Delaware Academy for School Leadership Application for Course of Study to Prepare Assistant Principals and Principals for Delaware Schools (UDEL PPP), FOR APPROVAL as a School Principal Course of Study pursuant to 14 Del. Admin. Code 1595 Certification Programs for Leaders in Education; the duration recommended is for 2 Cohorts and the special considerations as discussed and conditions noted by the Board regarding a clearer articulation of the standards alignment to include referencing citations to Administrator Standards, Teaching Standards, and Professional Development Standards, will accompany the recommendation. Motion was 2nd by Ms. Albanese (Questions and comments were made prior to final vote).

- A Board Member raised a question regarding Section 4:8 candidate intervention support and dismissal procedures. The member is proposing that this be added as a condition to the regulation.
- Ms. Fontello again reviewed the application process and the regulation and provided clarification on permissible conditions.
- Ms. Fontello clarified that the process in the regulation and cautioned that adding conditions that required substantive amendments to the application would require the application to be resubmitted as a new application. This condition would be a substantive change to the program design, rather than a citation in the application document.

Vice Chairperson called for vote. Motion was restated by Ms. Smith, seconded by Ms. Albanese. Motion failed 8 yes: D Albanese, M Casson, C Greaves, D Kohan, R Macera, W Murray, W Price, S Smith; 2 no: J. Christian, S DeWitt.

Motion by S. DeWitt was made to table the Delaware Academy for School Leadership (DASL) Application for Course of Study Program for Leaders in Education, FOR ACTION as a School Principal Certification program pursuant to 14 Del. Admin. Code 1595 Certification Programs for Leaders in Education until the next monthly PSB meeting. Motion was seconded by Ms. Christian.

Motion carries by unanimous vote 10-0.

- VII. Approval of Agenda:** A motion was made by Mr. Kohan and seconded by Ms. Smith to approve the January 9, 2014 Agenda. ***Motion carries by unanimous vote 10-0.***

Approval of Minutes: A motion was made by Ms. DeWitt and seconded by Ms. Murray to approve the minutes of December 5, 2013. *Motion carries by unanimous vote 10-0.*

VIII. Public Comment

➤ None

IX. Other

➤ None

X. Adjournment

A motion was made by Ms. Murray and seconded by Ms. Smith to adjourn the meeting. *Motion carries by unanimous vote 10-0.*

The meeting adjourned.